

NOTICE

There is a job opening in the **BUILDING SERVICES DEPARTMENT.**

JOB TITLE: MAINTENANCE III (T088)

RATE OF PAY: \$13.95 per hour entry, progressing to
\$16.56 per hour after 2 years (TU07)

In accordance with the Agreement between Bay County and the United Steelworkers, Local #15157, preference may be given to seniority County employee applicants.

GENERAL SUMMARY:

Under direct supervision of the Maintenance Supervisor performs a variety of semi-skilled and skilled building maintenance tasks. Work includes maintenance involving carpentry, plumbing, electrical, heating, air conditioning and masonry repairs.

TYPICAL DUTIES:

1. Confers with supervisor or department director to receive assignments, establish priorities and schedule work repair projects.
2. Estimates in conjunction with supervisor, type and amount of material necessary for job.
3. Performs electrical repairs such as motor replacement, contactors, installing light fixtures, adding electrical outlets and replacing switches and fuses.
4. Performs plumbing repairs such as opening clogged drains, draining water fountains and repairing plumbing fixtures such as faucets and sinks; mends leaking or bursted pipes.
5. Maintains and repairs heating and cooling equipment such as fan coil units or condensers, motors, pumps, boilers and chillers.
6. Maintains and repairs security equipment such as low voltage electronic locks, strikes and magnets.
7. Observes operation, monitors gauges and instruments, and performs routine service and maintenance operations on heating system.
8. Uses a variety of power and hand tools along with various testers and metering devices.
9. Frequently is placed in an on-call status for emergency repairs. Performs building checks when on-call.
10. Repairs, evacuates and recharges refrigeration equipment.
11. Maintains proper operating condition of door closers and locks.
12. Updates records of equipment to reflect service performed on each piece of equipment.
13. Runs telephone and computer lines to various departments and locations.
14. Plows county parking lots. Shovels snow and salts sidewalks and entrances.
15. Directs temporary workers that might be assigned.
16. All other duties as assigned.

The above statements are intended to describe the general nature of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

QUALIFICATIONS: Requires knowledge in the following areas: chillers, air conditioning, refrigeration, hot water boilers, low pressure steam boilers, gas fired forced air furnaces, heat exchangers, ventilation equipment, plumbing, electrical and general maintenance and preventative maintenance.

Requires: a) certification for type 1 & 2 refrigerants, b) certificates for stationery boiler fireperson classes I and II from a community college, c) certificates in air conditioning and refrigeration (basic and commercial) from a community college, and d) 3 years on the job experience in air conditioning, refrigeration, and boilers.

Physical Requirements: This position requires sitting, being mobile, bending and/or standing for significant periods of time. Additional requirements include the ability to move objects according to the following weight & frequency: Generally, 20-50 pounds of force up to one third of the time.

Make application in person at the Bay County Personnel Department, 515 Center Avenue, Bay City, Michigan 48708, or online at www.baycounty-mi.gov, no later than **4:00 p.m. Monday, February 24, 2012.**

AN EQUAL OPPORTUNITY EMPLOYER

"BAY COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY IN ADMISSION OR ACCESS TO, OR TREATMENT OR EMPLOYMENT IN, ITS PROGRAMS AND ACTIVITIES."